



**PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE**  
**April 26, 2011**  
**MINUTES**

Meeting called to order at 9:05 AM

Present: Adam Alix, Todd Drew, Jeff Nieland, Corey Gordon, Mark Radtke, Jim Julius, Vince Maas, Bill Basler Sr., Tim Jacobson, Brian Tungate

Absent: Sue Nett, Pamela Captain, Ken Popelka,

**Approval of Minutes** – Motion to approve minutes from the February 22, 2011 meeting made by C. Gordon second B. Basler.

**A. Old Business**

1. **EOEP Maps** – Jefferson Park Bathhouse – no updated information
2. **Recycle Truck Update (injury from Feb)** – Unit not used since last meeting.
3. **Lifting Training** – T. Drew to reschedule

**B. New Business**

1. **Monthly Safety Topic** – “*Too many cords in a receptacle May result in a flaming spectacle*” was distributed and discussed. Topic covered proper use of power strips and extension cords
2. **Injury Review** – 1 injury was reported:  
A building maintenance employee reported a lump in his stomach on the left side just above the belt line immediately following shoveling heavy snow. Employee received medical attention – minor hernia – no additional medical attention recommended by physician.
3. **Other new items** – A. Alix raised the issue of ventilation in the maintenance shop related to welding and whether the system was clearing smoke appropriately. T. Drew to resample area for diesel and metal particulates. A. Alix to have area CFM and air change reassessed.
4. **Other new items** – Garage walk thru to be conducted in May.

**C. Training**

1. **Status of Computer Trainings** – completed, T. Drew to confirm database
2. **DPW/ Parks Lifting Training** – T. Drew to reschedule class portion for week of May 1, 2011.

3. **Diversity Training** – T. Drew reminded attendees of the Diversity Training scheduled for May 3, 2011.
4. **Excavation Competent Person** – T. Drew discussed the training to be held at CVMIC in Brookfield. 6 employees currently scheduled. T. Drew to confirm location (new vs. old location)
5. **Rigging Training**- V. Maas stated that he has been in contact with trainer and time for course will depend on the extent of hands on. V. Maas to coordinate a date with trainer.
6. **Ladder Safety Training** – T. Drew inquired about computer vs. class room for ladder training refresher. J. Neiland suggested class room. T. Drew to complete training material and set date late May.

**D. Adjourn:** Motion M. Radtke second V. Maas Meeting adjourned at 9:45 am